

Bid Number: 40003-10142

Date: February 24, 2010

BOSSIER PARISH COMMUNITY COLLEGE  
PURCHASING DEPARTMENT  
BUILDING J  
6220 East Texas Street  
Bossier City, LA 71111  
(318) 678-6298

INVITATION FOR BID: Sealed bid, subject to the conditions herein stated and attached hereto, will be received at this office until March 22, 2010 @ 2:00 P.M.CST and then publicly opened for furnishing the items and/or services as described below for Bossier Parish Community College.

DESCRIPTION  
PROVIDE SNACK VENDING  
AS PER ATTACHED SPECIFICATIONS

**PLEASE FILL IN ALL BLANK SPACES**

Terms will be \_\_\_\_\_ and shipment will be received within \_\_\_\_\_ days after receipt of order

In compliance with and subject to the conditions thereof, the undersigned offers and agrees if this bid be accepted within 60 days from date of opening to furnish any or all of the items (or sections) at the price set opposite each item (or section).

Vendor Name	Signature of Authority (Re:L.R.S. 39:1594)
Address	Title
City, State, Zip	Tax Identification Number
Telephone Number	Fax Number
	Date

ACCEPTANCE/AWARD

\_\_\_\_\_  
Date of Award and Execution

Recommendation: \_\_\_\_\_

Approved: \_\_\_\_\_

Gayle Doucet  
Director of Purchasing

## INSTRUCTIONS TO BIDDERS

### 1. Bid Forms

All written bids, unless otherwise provided for, must be submitted on, and in accordance with, forms provided, properly signed. Bids submitted in the following manner will not be accepted.

1. Bid containing no signature indicating intent to be bound;
2. Bid filled out in pencil; and
3. Bid not submitted on the state's standard forms.

Bids must be received at the address specified in the Invitation for Bids prior to bid opening time in order to be considered. Any bid received after bid opening time will be retained in bid file unopened. Telegraphic and fax alterations to bids received before bid opening time will be considered provided formal bid and written alteration have been received and time-stamped before bid opening time.

### 2. Special Envelope

Ensure consideration, all bids should be submitted in the special bid envelope if furnished for that purpose. In the event bid contains bulky subject material, the special bid envelope should be firmly affixed to the mailing envelope.

### 3. Prices

The bidder must state the prices (written in ink, in figures) for which he proposes to furnish each item and shall show the total extended amount for each based on the quantities shown. In case, however, of conflict between the unit price and the extended amount, the unit price shall govern. Unit prices should be inclusive of any freight charges.

### 4. F.O.B.

Bid should be FOB Destination/Agency, title passing upon acceptance of merchandise. Failure to comply with this requirement may disqualify your bid.

### 5. Standard of Quality

Any product or service bid shall conform to all applicable Federal and State laws and regulations and the specifications contained in the IFB. Unless otherwise specified in the IFB, any manufacturer's name, trade name, brand name, or catalog number used in specifications is for the purpose of describing the quality level and characteristic required. Bidder must specify the brand and model number of the product offered in this bid. Bids not specifying brand and model number shall be considered as offering the exact products specified in the IFB.

### 6. Descriptive Information

Bidders proposing an equivalent brand or model should submit with the bid information (such as illustrations, descriptive literature, technical data) sufficient for BPCC Purchasing to evaluate quality, suitability, and compliance with the specifications in the IFB. Failure to submit descriptive information may cause bid to be rejected. Any change made to a manufacturer's published specifications submitted for a product shall be verifiable by the manufacturer. If item(s) bid do not fully comply with specifications (including brand and/or product number), bidder must state in what respect the item(s) deviate. Failure to note exceptions on the bid form will not relieve the successful bidder(s) from supplying the actual products requested.

### Manufacturer's Numbers and Trade Names

Where manufacturer's product is named or specified, it is understood that "or equal" shall apply, whether stated or not. Such name and number is meant to establish the standard, type, quality, style, etc. BPCC shall be the sole judge as to whether or not the equipment/supply offered is equal to that specified.

7. Bid Opening

Bidders may attend the bid opening, but no information or opinions concerning the ultimate contract award will be given at the bid opening or during the evaluation process. Bids may be examined 72 hours after request is made. Information pertaining to completed files may be secured by appointment only to the Purchasing Dept. at BPCC. Written bid tabulations will not be furnished. Copies will not be furnished.

8. Award

Award will be made to the lowest responsible bidder, taking into consideration the quality of the products to be supplied, their conformity with specifications, the purposes for which they are required, and the time for delivery. Bossier Parish Community College reserves the right to award items separately, grouped or on an all-or-none basis and to reject any or all bids and to waive any informalities.

9. Purchase Order

If any bid or bids are accepted, an initial purchase order or orders for the entire number of units or part thereof, will be issued not later than thirty (30) days after receipt of bids by the Owner to the lowest bidder offering products which, in the opinion of the College, meet the requirements of these specifications. BPCC reserves the right to cancel any order resulting from this solicitation with 30 days written notice.

10. Conditions of Purchase Orders

We will not in any manner be responsible for goods delivered or work done for our account without a written order. No allowance for boxing or crating. If you cannot fill order as directed, return for advice. Quantities in excess of the order may be returned or held subject to shipper's order, expense and risk. By accepting the order you hereby warrant that the merchandise to be furnished hereunder will be in full conformity with the specifications, drawing or sample and agree that this warrant shall survive acceptance of the merchandise and that you will bear the cost of inspecting merchandise rejected.

11. Inspection and Acceptance

Upon delivery of each item to the Agency, inspection of the item will be made by Bossier Parish Community College, or their representative, at the point of delivery, or in special cases, at point of origin. Acceptance of the item will be made after inspection determines that all requirements of the specifications and the proposal have been met.

12. Reject

All rejected goods will be at seller's risk and expense, subject to seller's prompt advice as to disposition. Unless otherwise arranged all rejected goods will be returned and charged back including all transportation and handling costs. All packages must reflect the BPCC purchase order number or it will be refused and returned at vendor's expense.

13. Payment Terms

Cash discounts for less than 30 days or less than 1% or greater than 5% will be accepted, but will not be considered in determining awards. On indefinite quantity terms contracts, cash discounts will be accepted and taken but will not be considered in determining awards. Bids containing "payment in advance" or "COD" requirements may be rejected. Payment is to be made within 30 days after receipt of properly executed invoice or delivery, whichever is later. Invoices shall be submitted to: Bossier Parish Community College, Accounts Payable, 2719 Airline Drive North, Bossier City, LA 71111, attn: Arlene Hanson. We must pay from ORIGINAL, ITEMIZED invoices as required by the State Legislative Auditor.

14. U.S. Taxpayer Identification Number

Enter your taxpayer identification number in the appropriate space on the Specifications and Bid Form Page. For individuals and sole proprietors, this is your social security number. For other entities, it is your employer identification number. PAYMENT CANNOT BE PROCESSED WITHOUT YOUR TAX I.D. NUMBER.

15. Taxes

The State is exempt from sales/use tax. Vendor is responsible for including all applicable taxes in the bid price.

16. New Products

Unless specifically called for in the IFB, all products for purchase must be new, never previously used, and the current model and/or packaging. No remanufactured, demonstrator, used or irregular product will be considered for purchase unless otherwise specified in the IFB. The manufacturer's standard warranty will apply unless otherwise specified in the IFB.

17. Contract Renewals

Upon Agreement of Bossier Parish Community College Purchasing and the contractor, an open-ended requirements contract may be extended for 2 additional 12-month periods at the same prices, terms and conditions. In such cases, the total contract term cannot exceed 36 months.

18. Contract Cancellation

Bossier Parish Community College reserves the right to cancel a contract with thirty (30) days written notice.

19. Default of Contractor

Failure to deliver within the time specified in the bid will constitute a default and may cause cancellation of the contract. Where the Bossier Parish Community College Purchasing has determined the contractor to be in default, BPCC Purchasing reserves the right to purchase any or all products or services covered by the contract on the open market and to charge the contractor with cost in excess of the contract price. Until such assessed charges have been paid, no subsequent bid from the defaulting contractor will be considered.

20. Davis Bacon Act

The Davis-Bacon Act, United States Code, Title 40, Chapter 3, Section 276(a) requires all laborers and mechanics employed by contractors and subcontractors who work on construction projects financed by federal assistance to be paid wages not less than those established by the Secretary of Labor for the locality of the project when required by federal grant program legislation.

21. Order of Priority

In the event there is a conflict between the Instructions to Bidders or General Conditions and the Special Conditions, the Special Conditions shall govern.

22. Applicable Law

All contracts shall be construed in accordance with and governed by the laws of the State of Louisiana.

23. EEOC COMPLIANCE

By submitting and signing this bid, bidder certifies that he agrees to adhere to the mandates indicated by Title VI and VII of the Civil Rights Act of 1964, as amended; The Vietnam Era Veteran's Readjustment Assistance Act of 1974; Section 503 of the Rehabilitation Act of 1973; Section 202 of Executive Order 11246, as amended; and The Americans with Disabilities Act of 1990. Bidder agrees to keep informed of any compliance with all federal, state and local laws ordinances and regulations which affect his employees or prospective employees.

24. Standard Preference

A. In accordance with Louisiana Revised Statutes 39:1595, a preference not to exceed 10% may be allowed for paper and paper products manufactured or converted in Louisiana of equal quality. For paper supplied in wrapped reams, each carton and each individual ream shall be clearly labeled with the name of the manufacturer or converter and the location within Louisiana where such paper is manufactured or converted. For paper and paper products supplied in bulk or in other forms, the smallest unit of packaging shall be clearly labeled with the name of the manufacturer or converter and the location within Louisiana where such paper or paper product is manufactured or converted.

Do you claim this preference? Yes \_\_\_\_\_

Specify Item Number(s): \_\_\_\_\_

Name and location within Louisiana where such paper or product is manufactured or converted \_\_\_\_\_

B. A preference may be allowed for products manufactured, produced, grown, or assembled in Louisiana of equal quality.

Do you claim this preference? Yes \_\_\_\_\_ Specify Item Number(s) \_\_\_\_\_

Specify location within Louisiana where this product is manufactured, produced, grown or assembled \_\_\_\_\_.

If so, do you certify that at least fifty percent (50%) of your Louisiana business workforce is comprised of Louisiana residents? Yes \_\_\_\_\_ No \_\_\_\_\_

(Note: If more space is required, include on separate sheet. Failure to specify above information may cause elimination from preferences).

25. Scope of Contract

Furthermore submittal of any terms and conditions contrary to those of the State of Louisiana may cause your bid to be rejected. By signing this form, terms and conditions which may be included in your bid are nullified, and the contractor agrees that this contract shall be construed in accordance with and governed by the laws of the State of Louisiana.

\_\_\_\_\_  
(Members of firm or person authorized to sign bids for corporation)

**BIDDERS MUST SIGN IN INK**

**IMPORTANT**

**Signature Authority: In Accordance with L.R.S. 39:1594 (Act 121), the person signing the bid must be:**

1. **A current corporate officer, partnership member of other individual specifically authorized to submit a bid as reflected in the appropriate records on file with the Secretary of State; or**
2. **An individual authorized to bind the vendor as reelected by an accompanying corporate resolution, certificate or affidavit; or**
3. **An individual listed on the State of Louisiana Bidder's Application as authorized to execute bids. By signing the bid, the bidder certified compliance with the above.**

**WE ARE AN EQUAL OPPORTUNITY COLLEGE**

BOSSIER PARISH COMMUNITY COLLEGE  
BOSSIER CITY, LA 71111

Bossier Parish Community College desires to enter into a contract to provide food vending machines and service (except for soft drinks) on Bossier Parish Community College Campus

**TERMS OF CONTRACT:** The length of this contract will be for the period April 01, 2010 through March 31, 2013. At the option of the College and acceptance by the Contractor, the contract may be renewed for two additional twelve (12) month periods at the same price, terms and conditions. This multi-year contract will be cancelled only if funds are not appropriated or otherwise made available to support continuation of performance in any fiscal period succeeding the first; however, this does not affect either the College's rights or the Contractor's rights under any other termination clause in the contract. The contract may be terminated by either party with sixty (60) days written notice.

**COMPENSATION TO COLLEGE:** Compensation to the College shall be based on whichever greater, a percentage of gross receipts of consumer prices or an annual guarantee. Gross receipts shall be defined as total collections from machines less refunds. Applicable federal, state, and municipal taxes and permits shall be paid by the Contractor.

**VENDING PRICES, MINIMUM PORTIONS AND PRODUCT SPECIFICATIONS:**

Vending prices, minimum portions, and product specifications will be comparable to vended items within the market area of the College and must be approved by the College. All items vended are to be limited to those enjoying national and local acceptances.

Snack items shall include candy, nuts, gums, mints, cookies, chips, and pastries.

Food items shall include a variety of hot and cold fresh food items. The bid shall include a comprehensive list of food items with portion size, merchandising schedule, price and maximum product shelf life. A list of products and suppliers shall be included for commissary-prepared food items.

Changes in product prices, portions and specifications must be submitted to the College in writing for approval prior to implementation.

**EQUIPMENT:** All vending machines must be approved by the College prior to installation. The College requires all equipment to be in good operating condition, similar design, and sturdy and equipped with electronic coin/bill changer mechanisms. The equipment maybe new and/or updated. New equipment shall be of the most recent model and not manufactured prior to 2001, and be equipped with electronic sales totalizers capable of providing digital display of total sales. Updated equipment shall be 1998 models or more recent and shall be rebuilt and reconditioned prior to installation.

Machines shall be equipped with not-reset item sale counters. The College shall designate when machines in service shall be rebuilt, reconditioned, or replaced. The vending machines shall be the same height and be compatible in terms of décor when two or more machines are placed in the same location except as otherwise mutually agreed by the College and Contractor.

Equipment must be installed in unified banks with necessary spacers, headings, paneling, and decorations provided at Contractor's expense.

Where necessary, utilities shall be brought to the equipment by the College. The Contractor shall be responsible for paying the cost of connecting the equipment to the provided utility source and other installation costs.

The Contractor will be required to provide the College with a written plan of preventive maintenance and replacement of worn, damaged, or malfunctioning equipment, which will be instituted and carried out by the Contractor during the term of the contract.

The Contractor shall provide equipment maintenance and repair 24 hours a day, seven days a week. Equipment that cannot be returned to full service within 72 hours of notifications shall be replaced with comparable equipment of like quality until original equipment is returned to service. A telephone number to call in the event a machine is not in operation or out of products shall be prominently displayed on each machine.

**LOCATION OF MACHINES:** The College has the exclusive right to designate where machines are placed and the number of machines in each location. Request to remove or replace unprofitable machines from a location must be submitted in writing for College approval.

The successful Contractor will provide machines for six (10) locations at the BPCC campuses. Additional machines may also be required. The successful Contractor will provide at least (1) one Change Machine.

Initial and subsequent equipment installation shall be identified by equipment serial number, manufacturer, meter reading, and location for the permanent files of the College. Prior to any vending equipment changes or relocations, College approval must be requested in writing.

**OPERATIONS AND SERVICE:** The machines shall be operated during the entire year but may have reduced locations and/or selections arrived at by mutual agreement for the summer session and College vacations.

In addition to the necessary operation instructions, the Contractor shall provide each machine location with information to the user where malfunction reports, products quality comments and refund requests can be made.

The Contractor shall supply products to the equipment a minimum of three days per week Monday, Wednesday and Friday, between the hours of 7:00 a.m. and 4:30 p.m. during the fall and spring semesters. A mutually agreed upon service schedule will be developed during the summer sessions and vacations. If specific locations require more frequent service than three times per week to maintain an adequate product variety, the Contractor will make necessary arrangements to provide satisfactory service, 24 hours per day.

The Contractor must provide factory-trained repairmen and well-qualified, uniformed routemen available 24 hours per day, seven days per week for emergencies.

### GENERAL SPECIFICATIONS

REFUNDS: Refunding patrons for money lost in the machines shall be the responsibility of the Contractor. The successful Contractor must leave at a minimum of \$15.00 in change for refunds in the Business Office located in Building F – 1<sup>st</sup> Floor of BPCC.

SUBCONTRACTING: The successful bidder shall not subcontract any part of this contract without written approval of the College.

The successful bidder shall:

1. Maintain his facilities and conduct his business in compliance with State and local laws appertaining thereto and in conformance with general College business policies and practices.
2. Agree that he will contract for goods, services and employment in his firm's name and will not implicate the College directly or by inference in these transactions.
3. Agree that during the terms of this contract he and his employees will conduct themselves in a careful and prudent manner and that he will not permit the College facilities placed at his disposal to be used for purposes other than the operation and service of automated food vending machines.
4. Maintain separate and distinct records on each machine. Post prominently on the inside of each vending machine the standard inventory of items. Keys to all machines will be supplied to the College in order that tests for accuracy of inventories and commissions can be made at the option of the College. The College reserves the privilege of accompanying the Contractor's employees on service calls and when meter counts and collections are made at time determined by the College.

Receipts collected from equipment may be jointly counted by a method mutually agreed on by College and Contractor. Contractor must furnish the Director of Purchasing a detailed accounting of each machine by the 20<sup>th</sup> of each month covering the operation of the preceding month for which commission will be paid.

Records of the Contractor will be subject to inspection by a designated representative of the College.

5. Make commission payment to the Business Office or other designated personnel by the 20<sup>th</sup> of each month covering the operation of the preceding month.

A commission statement which indicates the total sales (by number of units where applicable) and the commission paid for each machine operated shall be submitted to the Director of Purchasing no later than the 20<sup>th</sup> of each month covering the operation of the preceding month.

Commission payments are to be mailed to: BPCC Business Office, Attn: Loren Elwell, 6220 East Texas Street, Bossier City, LA 71111

Commission Statements are to be mailed to: BPCC Purchasing Office, Attn: Gayle Doucet, 6220 East Texas Street, Bossier City, LA 71111.

6. Be solely responsible for machines placed in the designated locations, and the products within the machines, as well as machine receipts, and the College will in no way be liable for destruction of theft of the property of the Contractor through vandalism or any other cause. The College will cooperate to that extent it deems feasible in guarding against such occurrences.



7. Purchase all licenses necessary for the conduct of these operations and shall pay local, State, and federal taxes applicable to the operation of this contract.
8. Agree that upon the termination of the contract the Contractor shall remove his equipment and surrender the premises in as good condition as when received, ordinary wear and use excepted. (Ordinary wear and use will be determined by the College.)
9. It is agreed that the Legislative Auditor of the State of Louisiana shall have the right to audit all accounts that related to this contract.
10. The machines used must display product in a first in, first out method.

The award is to be made to the bidder offering the highest percentage of gross receipts and/or the largest guaranteed annual lump sum minimum and who is in conformance with the intent of the specifications. The College will determine which overall bid is in its best interest.

If at the end of each contract year, the total payments made to the College for that year are less than the guaranteed annual lump sum minimum, the difference shall be paid to the College. Therefore, it is mandatory that bids be submitted on each provision, percentage and guarantee. In case of any discrepancy between the amount written in the bid and that given in figures, the amount in writing will be considered as the bid.

The service of candy, pastry, food, milk and snack vending machines will be completed by 8:00 a.m. in all areas.

The successful bidder shall provide vending machines for the following locations and any other as designated by the Director of Purchasing

The following is a list of machines and their locations. As stated previously, this quantity and their location may vary, Bossier Parish Community College does not guarantee either.

#### **STUDENT LOUNGE BUILDING F:**

Three (3) snack machines (Chips, Crackers, Candy, Pastry, Gum and Mints)

One (1) Hot/Cold Food Machine (Turkey on wheat, ham & cheese on wheat, sausage biscuits, pizza, tuna salad, turkey and swiss sandwiches, twin chili dog, submarine sandwich, super cheeseburger, hot pockets, burritos, chicken nuggets, ½ pint of milk, soups, ham and cheese croissant, other food items may be substituted or added as approved by the College) The dates must be checked weekly on food items and expired food items must be removed from the machine and replaced with fresh food items.

One (1) Dollar Changer (Large capacity machine for changing One and Five Dollar Bills to Coins).

#### **BUILDING G**

One (1) snack machine (Chips, Crackers, Candy, Pastry, Gum and Mints)

#### **BUILDING E**

One (1) snack machine (Chips, Crackers, Candy, Pastry, Gum and Mints)

#### **BUILDING B**

One (1) snack machine (Chips, Crackers, Candy, Pastry, Gum and Mints)

**BUILDING J**

One (1) snack machine (Chips, Crackers, Candy, Pastry, Gum and Mints)

**BUILDING A**

One (1) snack machine (Chips, Crackers, Candy, Pastry, Gum and Mints)

**Building D**

One (1) snack machine (Chips, Crackers, Candy, Pastry, Gum and Mints)

Annual Sales for the last three years:

2007 - \$36,333.04

2008 - \$46,682.11

2009 - \$53,619.00

**PERFORMANCE BOND:** A \$10,000 performance bond will be required for any successful bidder resulting in a contract. The performance and Payment Bond shall be written by a company licensed to do business in Louisiana and who is currently on the U.S. Department of the Treasury Financial Management Service List of approved bonding companies which is published annually in the Federal Register, or by a Louisiana domiciled insurance company with at least an A-rating in the latest printing of the A.M. Best's Key Rating Guide to write individual bonds up to ten percent of policyholders' surplus as shown in the A.M. Best's Key Rating Guide or by an insurance company that is either domiciled in Louisiana owned by Louisiana residents and is licensed to write surety bonds.

The Bond must be received within ten (10) days from the date of notification.

If the Bond is not received within this period of time, BPCC reserves the right to award to the next acceptable bidder, or to reject all bids and re-advertise, whichever is in the best interest of the State of Louisiana.

**COMPENSATION INSURANCE, PUBLIC LIABILITY AND PROPERTY  
DAMAGE INSURANCE, AS OUTLINED BELOW ARE REQUIRED IN THIS  
BID**

**CONTRACTOR' S LIABILITY INSURANCE:**

Proof of insurance should be supplied with this Quotation and will be required before work can commence.

Insurance coverage specified below shall be furnished with the following minimum limits:

**Compensation Insurance:**

The Contractor and Subcontractors shall take and maintain during the life of the contract Workman's Compensation Insurance for all of their employees employed at the site of the project. In case of any class of employees engaged in hazardous work under the Workman's Compensation Status, the Contractor and Subcontractor shall provide Employer's Liability Insurance for the protection of their employees not otherwise protected.

**Public Liability and Property Damage Insurance:**

Comprehensive Public General Liability Insurance, including but not limited to bodily injury, property damage, contractual liability, products liability, completed operations and owner's protective liability with combined single limits of \$500,000 per occurrence with a minimum aggregate of \$1,000,000.

**Licensed and Non-Licensed Motor Vehicles:**

The Contractor shall take out and maintain during the life of the contract, Automobile Public Liability Insurance in an amount not less than combined single limits of \$500,000 per occurrence for bodily injury/property damage. If any non-licensed motor vehicles are engaged in operations within the terms of the contract on the site of the work to perform thereunder, such insurance shall cover the use of all such motor vehicles engaged in operating within the terms of the contract on the site of the work to be performed thereunder, unless such coverage is included in the insurance specified.

## INDEMNIFICATION AGREEMENT

The \_\_\_\_\_ (Contractor) agrees to protect, defend, indemnify, save, and hold harmless the State of Louisiana, all State Departments, Agencies, Boards and Commissions, its officers, agents, servants and employees, including volunteers, from and against any and all claims, demands, expense and liability arising out of injury or death to any person or the damage, loss or destruction of any property which may occur or in any way grow out of any act or omission of \_\_\_\_\_ (Contractor), its agents, servants, and employees, or any and all costs, expense and/or attorney fees incurred by \_\_\_\_\_ (Contractor) as a result of any claim, demands, and/or causes of action except those claims, demands, and/or causes of action arising out of the negligence of the State of Louisiana, all State Departments, Agencies, Boards, Commissions, its agents, representatives, and/or employees. \_\_\_\_\_ (Contractor) agrees to investigate, handle, respond to, provide defense for and defend any such claims, demand, or suit at its sole expense and agrees to bear all other costs and expenses related thereto, even if it (claims, etc.) is groundless, false or fraudulent.

Accepted by \_\_\_\_\_  
Company Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

Date Accepted \_\_\_\_\_

Is Certificate of Insurance Attached? \_\_\_\_\_ Yes \_\_\_\_\_ No

Contract No. \_\_\_\_\_ for **BOSSIER PARISH COMMUNITY COLLEGE**  
State Agency Number and Name

Purpose of Contract: \_\_\_\_\_

BID FORM

TO: Bossier Parish Community College  
Purchasing Department  
6220 East Texas Street  
Bossier City, LA 71111  
Attn: Gayle Doucet

TO WHOM IT MAY CONCERN:

The undersigned certifies that he/she has carefully examined the specifications, terms, and conditions hereto attached and hereby proposes to furnish said services at the percentage/guarantee stated below according to same.

Commission Percentage of Gross  
Receipts from all food vending sales \_\_\_\_\_ \*\*

Annual Guarantee \_\_\_\_\_

\*\* It is pointed out that although the commission rate is a very important factor in awarding a contract of this nature, the College shall reserve the right to select the operator who in the College's opinion is best qualified on the basis of experience to provide the required service, all factors considered.

BIDDER'S INITIALS \_\_\_\_\_